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17. ABSTRACT (MAX. 250 WORDS)

Separate listings are made of audio-visual equipment recommended for use in elementary schools (Kindergarten through Grade 6) and in junior and senior high schools. Standards for each piece of equipment are recommended. To make standards more logical and reasonable, the following assumptions were made: that each school have adequate storage facilities for audio-visual equipment; that someone be responsible for storage and usage of equipment, that someone be responsible for the flow of materials within, or in and out of, a school, that someone be adequately trained and informed concerning the function, usage and availability of materials for various equipments, and that some plan for maintenance of equipment and obtaining of supplies and materials be made.

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INSTRUCTIONAL TECHNOLOGY - U.S.C.

AUDIO-VISUAL

EQUIPMENT STANDARDS

ED001364

AVEAC

Southern Section

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AUDIO-VISUAL EQUIPMENT STANDARDS

Recommended by

Audio-Visual Education Association of California
Southern Section
1961

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FOREWORD

One of the basic purposes of any professional organization is the establishment of standards for bettering the efforts of individual members and the institutions which they serve. While this Association is not unique in this respect, it has a special role to perform in this connection in order to stay in the forefront of a rapidly advancing technology. This publication presents a minimal listing of tools which the modern educator needs in today's world.

The Audio-Visual Education Association of California, Southern Section, is most grateful to the editor, Pierce Patterson, Director, Audio-Visual Services, Orange County Schools, and to the members of the committee and subcommittees who participated in this project. Their efforts represent a sincere study of the needs of diverse educational institutions and it is hoped that wide distribution to these groups will be effected. Further, it is anticipated that the publication will be revised periodically.

Attention of the reader should be directed to a corollary publication, Your Audio-Visual Program, A Handbook for Principals, Audio-Visual Education Association of California, 1961, edited by Carl B. Manner, Director, Audio-Visual Education, Solano County Schools. Copies of this may be obtained at 75¢ each from:

Executive Secretary
Audio-Visual Education Association
of California
801 South Lorena Street
Los Angeles 23, California

Finally, the Southern Section is grateful for the professional leadership of Harry Skelly, Chief, Bureau of Audio-Visual and School Library Education, State Department of Education, and George Ormsby of his staff who served as a member of the committee preparing this report.

Phillip Essman, President
Audio-Visual Education
Association of California,
Southern Section

Copies of this publication
may be obtained from:
Mrs. Gladys Rohrbough, Executive Secretary
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Los Angeles 23, California

BASIC ASSUMPTIONS

Any suggested set of standards must have certain underlying basic assumptions. The following important assumptions make our standards more logical and reasonable.

1. We assume that each school will have or provide strategically located storage facilities for equipment.

2. We assume that some person will be responsible for the orderly storage and usage of equipment at the school.

3. We assume that some person will be responsible for the flow of materials within, or in and out of a school, or both.

4. We assume that some person will be adequately trained and informed concerning the function, usage, and availability of materials for the various equipments, and that such person will be in the school or available to the school.

5. We assume some plan for maintenance of equipment, and the obtaining of supplies and materials for the equipment.

AUDIO-VISUAL EQUIPMENT STANDARDS

FOR

ELEMENTARY SCHOOLS, K-6

EQUIPMENT

1. CLASSROOM LIGHT CONTROL

2. MOTION PICTURE PROJECTOR WITH MOBILE STAND AND SPARE REELS

3. COMBINATION 2x2 SLIDE AND FILMSTRIP PROJECTOR

4. LOW POWER FILMSTRIP PROJECTOR

RECOMMENDED STANDARDS

ALL CLASSROOMS. (For new construction, consult AVEAC publication, Room Darkening for Audio-Visual Instruction, 1960.)

1 PER 6 TEACHERS with Special Provision Made for 1 Projector for Each Separate Teaching Area and Building Level. (Additional equipment should be added as determined by teaching demand.)

1 PER 3 TEACHERS with Special Provision Made for Separate Teaching Areas and Building Levels. (Additional equipment should be added as determined by teaching demand.)

1 PER CLASSROOM. (For special instructional purposes in small groups.)

Elementary Schools
K-6

EQUIPMENT

5. SCREENS
   - A. Classroom Wall Type
   - B. Tripod, Portable
   - C. Auditorium, Multi-Purpose Room, Cafeteria

6. PLAYBACKS
   - A. Record Player, 12" Turntable with Output Jack for Headphones
   - B. Record Player with External Speaker and Microphone Input. Suitable for Portable P. A.

7. TAPE RECORDER, 2-SPEED, DUAL TRACK

8. JUNCTION BOX AND 6 HEADPHONES

RECOMMENDED STANDARDS

ALL CLASSROOMS. MINIMUM SIZE 70" x 70" with Metal Roller.

1 PER SCHOOL for Utility Purposes, with Metal Roller.

1 PER AREA, Size to be Determined by Seating Area with MINIMUM OF 70" x 70".

1 PER TEACHER IN GRADES K, 1, 2, 3.
1 PER 2 TEACHERS IN GRADES 4, 5, 6.

1 PER SCHOOL

1 PER TEACHER Where Instructional Use Demands.
NUMBER TO BE DETERMINED by Number of Listening Centers and Number of Children Using Them.

Elementary Schools
K-6

EQUIPMENT

9. OVERHEAD PROJECTOR WITH MOBILE STAND

10. PUBLIC ADDRESS SYSTEM WITH TURNTABLE

11. MICROPHONE
    - A. Standard with Floor and Table Stand
    - B. Lavalier for Outside Use.
    - C. Additional Mikes and Mixer

12. POWER MEGAPHONE, PORTABLE

13. CAMERA
    - A. 35 mm.
    - B. Polaroid

RECOMMENDED STANDARDS

1 PER SCHOOL, 10" x 10" Stage, Portable Type. (Additional equipment should be added as determined by teacher demand.)

WHERE AUDITORIUM, GYMNASIUM, and/or CAFETORIUM is Used Extensively by Virtue of the Civic Center Act, a Permanent P.A. System Should be Installed.

1 PER SCHOOL

1 PER SCHOOL

SHOULD BE AVAILABLE from Center.

1 PER SCHOOL for Field Trip Use.

1 PER SCHOOL

SHOULD BE AVAILABLE from Center

Elementary Schools
K-6

EQUIPMENT

14. RADIO
    A. AM-FM, 6" Speaker

    B. Radio for Conelrad

15. TELEVISION WITH MOBILE STAND

16. OPAQUE PROJECTOR WITH MOBILE STAND

17. MICROPROJECTOR

18. DRY MOUNT PRESS

RECOMMENDED STANDARDS

1 PER CLASSROOM Where Instructional Use Justifies.

1 PER PRINCIPAL'S OFFICE.

DEPENDS ON AVAILABILITY OF INSTRUCTIONAL PROGRAMS, and Numbers of Classes of Each Grade Level Using Television. (Where use justifies, permanent fixed installation is desired.)

1 PER SCHOOL

SHOULD BE AVAILABLE from Center. (Additional equipment should be added as determined by teaching demand.)

SHOULD BE AVAILABLE from Center. (Additional equipment should be added as determined by teaching demand.)

EQUIPMENT

19. 3 -1/4" x 4" OVERHEAD SLIDE WITH MOBILE STAND

20. TACHISTOSCOPE and/or TACHISTOSCOPIC ATTACHMENTS, SPECIAL READING EQUIPMENT, etc.

RECOMMENDED STANDARDS

SHOULD BE AVAILABLE from Center.

AS NEEDED for Special Instruction.

AUDIO-VISUAL EQUIPMENT STANDARDS

FOR

JUNIOR AND SENIOR HIGH SCHOOLS

EQUIPMENT

1. CLASSROOM LIGHT CONTROL

2. 16 mm. MOTION PICTURE PROJECTOR WITH MOBILE STAND AND REELS

3. COMBINATION 2x2 SLIDE AND FILMSTRIP PROJECTOR

4. SCREENS
   - A. Classroom Wall Type
   - B. Tripod Portable Type
   - C. Auditorium, Cafeteria, Gymnasium and Multiple Classrooms

RECOMMENDED STANDARDS

ALL INSTRUCTIONAL AREAS. (For new construction, consult AVEAC publication, Room Darkening for Audio-Visual Instruction, 1960.)

1 PER 200 STUDENTS. Plus Additional Projectors for Special Situations (e.g., film courses, team teaching rooms, etc.)

1 PER 200 STUDENTS. Plus Low Powered Filmstrip Projectors for All Small Group Situations.

1 PER INSTRUCTIONAL AREA. MINIMUM SIZE 70" x 70" with Metal Roller.

2 PER SCHOOL for Mobile or Multiple Need. MINIMUM SIZE, 70" x 70". with Metal Roller.

1 PER AREA. (Motor driven is desirable.) Minimum Size Stage 10' x 10'.

Junior and Senior
High Schools

EQUIPMENT

5. 3 -1/4" x 4" PROJECTOR (Overhead or Slide) WITH MOBILE STAND

6. TACHISTOSCOPE and/or TACHISTOSCOPIC ATTACHMENTS OR OTHER SPECIAL INSTRUCTION DEVICE

7. OPAQUE PROJECTOR WITH MOBILE STAND

8. OVERHEAD PROJECTOR WITH STAND

9. MICROPROJECTOR

10. PLAYBACKS
    A. Record Player with 12 to 20 Watt Output, Mike Input, Speed Control, 3 Speeds, Detachable Speaker. (With appropriate microphone when needed, e.g., lavalier type.)

RECOMMENDED STANDARDS

1 PER SCHOOL Plus Additional Projectors as Needed.

AS NEEDED for Special Instruction.

1 PER SCHOOL Plus Additional Projectors as Needed.

1 PER TEACHING STATION as Desired, Plus 1 PER 500 STUDENTS for Mobile Use. Minimum Size Stage 10" x 10".

1 PER SCIENCE DEPARTMENT Plus Additional As Need is Shown.

1 PER SCHOOL Plus Additional Players for Music, P.E., etc., As Needed.

EQUIPMENT

B. Record Player with 4 Speeds

C. Hi-Fidelity System

11. RADIO
    A. Radio for Conelrad

    B. AM-FM

12. TAPE RECORDER, DUAL SPEED, DUAL TRACK
    A. Classroom Model

    B. Broadcast Quality Model

13. TELEVISION

RECOMMENDED STANDARDS

AS NEEDED for Special Situations Plus 1 Per 1000 Students.

1 PER MUSIC DEPARTMENT Plus Permanent Speakers at Each Music Teaching Station.

1 PER PRINCIPAL'S OFFICE.

1 OR MORE RADIOS FOR CLASSROOM USE as Indicated by Instructional Need.

1 PER 200 STUDENTS Plus Extra Recorders As Need is Shown.

1 PER MUSIC DEPARTMENT Plus Additional Recorders as Needed.

1 PER ROOM WHERE TELECASTS ARE TO BE USED Plus One Mobile TV Receiver Per School.

Junior and Senior
High Schools

EQUIPMENT

14. LANGUAGE LABORATORY
(Level 2 minimum)

15. PUBLIC ADDRESS SYSTEM
(Multi-Channel)

16. MICROPHONE WITH STAND
(High Quality Low Impedance type)

RECOMMENDED STANDARDS

1 PER SCHOOL (or more) Depending Upon the Number of Language Classes.

PERMANENT INSTALLATION FOR EACH LARGE ASSEMBLY AREA, (e.g., Auditorium, stadium, gymnasium, etc.) Plus 1 Portable Reserve Unit.

1 PER CHANNEL for Each Public Address System.